



Agency Records Disposition Schedule

Department: Department of Social Services

Section: Research and Evaluation Unit

Division: Office of the Director

Sub-Section:

TITLE: Consent Decree Material

CUTOFF: EOSFY

DESCRIPTION: Jackson Co. Consent Decree, documents relating to lawsuit by children in legal custody of Jackson County DFS. These records must be kept permanently as they can/will be called for review at any time.

RETENTION: Years: Months: Days:

NOTES:

DISPOSITION ACTION: Permanent

SERIES: 13745

SERIES STATUS: Approved

APPROVAL DATE:

6/15/2005

TITLE: Time Studies

CUTOFF:

DESCRIPTION: These time studies are used to identify activities performed by Social Services workers.

RETENTION: Years: 5 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 13626

SERIES STATUS: Approved

APPROVAL DATE:

6/15/2005